

CITY OF FREDERICK
WATERSHED AD-HOC COMMITTEE
MINUTES

Meeting #7
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DATE/TIME: Thursday, February 12, 2015 (1:30 p.m. – 2:30 p.m.)

LOCATION: DPW Training Room, 111 Airport Drive, East, Frederick, MD

MEETING: #7

ATTENDEES:

Members

Sheldon Barron
Justin Collins
Dave Diehl
Sally Fulmer
Clyde Hicks
Dave Kalt
Mark Lawrence
Pat Oliva
John Switzer
Ted Trey
Phil VanWerkhoven
Joe Whitehair

City

Marc Stachowski, Committee Facilitator
Jenny Willoughby, Sustainability Manager
Kelly Russell, Alderman

Maryland DNR

Dan Hudson, DNR Park Service
Donnie Rohrbach, DNR Wildlife
Dan Feller, DNR Natural Heritage
Jacob Doyle, DNR Park Service
Mel Poole, DNR Park Service – Catocin

Guests

Sylvia Carignan, Frederick News-Post
Rush Williamson, PATC

1. Approval of Minutes: On a motion by Pat Oliva and seconded by Dave Diehl, the minutes of January 8, 2015 were unanimously approved.
2. University of Maryland (PALS): Marc noted that Dr. Ellis (UMD Professor) informed that his graduate class will be able to assist the Committee in order to achieve its goals. There is a conference call that has been scheduled with Dr. Ellis for Friday morning (February 13 – 9:00 a.m.) to review the scope in which the students will be focusing (i.e. signs standards, parking, maps, etc.). Marc said that he would have conference call information sent out to all Committee members and invited any member who may wish to be included in the conference to please call in.
3. Sub-Committee Reports:
 - a. Sanctioned Trail Network:
 - i. Map: Dave Kalt made presentation of a “*Working DRAFT Trail Footprint of the Watershed*” which was based off the map provided by DNR. With the help of the City’s GIS team, the map has been set up with various layers identifying the sanctioned Blue Trail, single, double, gravity, and other unsanctioned trails,

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including fire roads, DNR access, hunting, etc.). It was noted that the City's boundaries need to be added to the map and that road names need to be confirmed and corrected in order to match those identified by the County.

- ii. Trail Construction Standards: A meeting was held with the City Engineer, Tracy Coleman, in which she recommended to adopt the following three (3) publications as a City Standard for multi-use trails:

- ♦ US Forest Service Trail Construction and Maintenance Notebook
[July, 200; Publication #0723 2806-MTDC]
- ♦ Trail Solutions: IMBA's Guide to Building Sweet Singletrack
- ♦ Managing Mountain Biking: IMBA's Guide to Providing Sweet Riding

Clyde Hicks made a motion to adopt the Standards, as suggested, and to include them in the recommendation for approval of the updated Forest Stewardship Plan. Discussion was held regarding the need to have DNR be included in the process for permit approval to perform any type of work and it was noted that both DNR and Engineering review would be needed. 12 members voted for approval of the motion – none opposed.

- iii. Assessment Tool: Clyde Hicks noted that the sub-committee was still working on the Assessment Tool. When finished, it was suggested that it be tested on the Blue Trail.
- b. Long-Term Maintenance: Dave Kalt presented that the sub-committee is working with the City's Legal Department on Definitions, Permit forms and MOUs for various types of projects and/or maintenance that can be performed in the Watershed. A meeting is being scheduled with Legal to review DRAFTs.
- c. Enforcement: Dave Diehl identified the DRAFT Rules sign that had been prepared and noted important phone numbers (i.e. 800 number for DNR and the County Dispatch number). It was noted that GPS coordinates will be placed on signs and on other prominent landmarks within the Watershed. Kelly is providing an updated DRAFT of the sign based on input from Committee members.

The sub-committee met with the State's Attorney, DNR Police, Sheriff's Department, and Acting Chief for the City to try to discuss and clarify jurisdictional boundaries. It was noted that DNR does have jurisdiction. It was noted that:

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- DNR Police will provide the public with more policing activities in the Watershed
 - The City will work on a Memo of Understanding for shared responsibilities
 - City to work on development of DRAFT Trespass policy
- d. Forest Stewardship Plan: Joe Whitehair reported that the sub-committee is still in the process of preparing a DRAFT template of the Forest Stewardship Plan and will hold a face-to-face sub-committee meeting within the next two weeks.

NEXT MEETING

Thursday, March 12, 2015
1:30 p.m.
DPW Training Room